

Posted: Friday, April 08, 2016

## NOTICE AND CALL OF A REGULAR MEETING OF THE TRINIDAD CITY COUNCIL

The Trinidad City Council will hold a regular meeting on  
**WEDNESDAY, APRIL 13, 2016 at 6:00 PM**

In the Trinidad Town Hall, 409 Trinity Street, Trinidad, CA

**CLOSED SESSION BEGINS AT 5:00PM**

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ADJOURN TO CLOSED SESSION**
  - 1. *Government Code section 54956.8: Real Estate Negotiations Trinidad Memorial Lighthouse*
  - 2. *Government Code Section 54956.9 Litigation threat re: VDU Ordinance*
- IV. **CLOSE SESSION REPORT**
- V. **APPROVAL OF AGENDA**
- VI. **APPROVAL OF MINUTES – March 09, 2016 cc**
- VII. **COUNCIL MEMBER REPORTS, COMMITTEE ASSIGNMENTS**
- VIII. **STAFF REPORTS**
- IX. **ITEMS FROM THE FLOOR**

*(Three (3) minute limit per Speaker unless Council approves request for extended time.)*
- X. **CONSENT AGENDA**
  - 1. Accept Financial Status Reports for February 2016.
  - 2. Approve Removal of Two Cherry Trees on View Street
  - 3. Letter of Support for NOAA's Trinidad Head Observatory Project
  - 4. Resolution 2016-03; Supporting the Renewal of North Coast Recycling Market Development Zone Re-designation.
  - 5. Resolution 2016-04; Authorizing Submittal of Application for Payment Programs and Related Authorizations as-needed for CalRecycle Grants and Funding Opportunities.
- IX. **DISCUSSION/ACTION AGENDA ITEMS**
  - 1. Discussion/Decision Regarding Planning Commissioner Appointment.
  - 2. Presentation from Humboldt County Convention and Visitors Bureau and Humboldt Lodging Alliance
  - 3. Discussion/Decision regarding Consideration of Sales Tax Extension
- X. **ADJOURNMENT**

**APPROVAL OF MINUTES FOR:**

**MARCH 09, 2016 CC**

**Supporting Documentation follows with: 8 PAGES**

**MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL**  
**WEDNESDAY, MARCH 09, 2016**

**I. CALL TO ORDER**

- Mayor Fulkerson called the meeting to order at 6:00PM. Council members in attendance: Miller, West, Fulkerson, Baker, Winnett.
- City Staff in attendance: City Manager Dan Berman, City Clerk Gabriel Adams, City Planner Trevor Parker.

**II. PLEDGE OF ALLEGIANCE**

**III. ADJOURNMENT TO CLOSED SESSION – *No closed session.***

**IV. RECONVENE TO OPEN SESSION**

**V. APPROVAL OF AGENDA**

*Motion (Baker/West) to approve the agenda as written. Passed unanimously.*

**VI. APPROVAL OF MINUTES – February 10, 2016 cc, February 17, 2016 scc**

*Motion (Fulkerson/West) to approve the minutes as written. Passed unanimously.*

**VII. COUNCIL MEMBER REPORTS:**

**West:** HCAOG reports that many regional transportation projects are being postponed due to funding issues. Wrote a letter to HCOAG recently asking shoulders of highways to be better maintained so cyclists have a clear path of travel.

**Baker:** Nothing to report.

**Miller:** Nothing to report.

**Fulkerson:** Introduced Pen-Air now offering direct service to Portland, OR from ACV.

**VIII. STAFF REPORTS:**

City Manager Berman submitted a report to the City Council at the meeting highlighting various accomplishments and project status for the month, including;

- Requested that members of the City send letters of support for the Measure Z funding grant for Blue Lake and Trinidad to receive additional police services.

**IX. ITEMS FROM THE FLOOR:**

**Carol Fernandez – Trinidad Area**

Concerned with Verizon cell tower proposed on Ox Road in Westhaven. Concerned that the stand-by diesel generator and fuel storage tanks pose a risk to the Luffenholtz Watershed if runoff occurred.

**Sam Fernandez – Trinidad Area**

Regarding the Verizon cell tower proposal for Ox Road, that road is not suitable for commercial vehicles.

**Elaine Weinreb – Trinidad Area**

This is a County issue but no one is looking out for the City. A little diesel fuel leak or spill creates a lot of pollution. Concerned about the impacts the stand-by generator required at the proposed cell tower site may have on the Luffenholtz watershed. I would prefer they use propane, not diesel.

**Pat Morales – Trinidad**

Concerned with the City Manager's salary, as well as adding additional \$20,000 to Planning budget as well. Also stated that the February minutes did not clearly reflect the decision-making process regarding approval of the City Manager's contract amendments.

**Steve Ruth – Trinidad**

Asked question about process for getting items on the agenda vs. having questions addressed during items from the floor format.

*\* Council member Fulkerson requested that the City Manager report back at a future meeting regarding the status of the proposed cell tower in Westhaven.*

**X. CONSENT AGENDA**

1. Financial Status Reports for January 2016.
2. Law Enforcement Report – February 2016.

*Motion (Baker/West) to approve the consent agenda as submitted..* **Passed unanimously.**

**XI. DISCUSSION/ACTION AGENDA:**

1. Presentation/Discussion regarding General Plan Update

City Planner Trevor Parker explained that the City is working towards adopting a revised General Plan and a revised LCP, including revisions to the ordinances to reflect the new General Plan and LCP. This presentation will provide some basic background on these important documents, an update on our current status, and a timeline for completion of this process.

State planning law requires all cities and counties to adopt general plans. The General Plan is intended to contain policies to guide land use and development in and around the City over a 20 year period. The City's existing General Plan was first adopted in 1975, revised in 1978 and certified by the Coastal Commission in 1980. Most of it is not broken down by element, but it does cover most of the same topics, including public services, circulation, housing, recreation, etc. There is another separate document – Public Safety Element, Noise Element and Scenic Highway Element – also adopted in 1975 that was not part of the Coastal Commission's certification.

In addition to state planning law, the City also has to meet the requirements of the CA Coastal Act, which requires that a somewhat different set of issues be addressed and a variety of coastal resources protected. Under the Coastal Act, cities and counties must adopt a Local Coastal Program (LCP), which must be certified by the Coastal Commission as adequate to carry out the provisions of the Coastal Act and associated regulations. Trinidad's LCP was the first in the State to be certified, which occurred under a pilot program in 1980. Since that time, the Coastal Act and associated regulations have evolved, but Trinidad's LCP has not always kept up. There are a number of places where the existing LCP is inconsistent with or insufficient compared to current requirements.

**Elements and Background Reports**

The General Plan update process was (re)started in 2007 as part of a regional watershed planning effort funded by a Prop 50 grant. This grant funded, among other things, the Trinidad-Westhaven Integrated Coastal Watershed Management Plan. It also funded several background reports and the initiation of a comprehensive General Plan update. Additional background reports have been prepared as part of other projects as well as senior practicums and internships at HSU. Since 2007, the update has slowly been moving forward element by element as staff time and budget allows.

The following background reports have been prepared for the general plan update so far:

- Impervious Surfaces Study and LID Recommendations, April 2006
- Background Report: Geologic and Seismic Characteristics of Trinidad, CA, April 2007
- Trinidad-Westhaven Integrated Coastal Watershed Management Plan, May 2008
- Trinidad Walkability Study, May 2008
- Fundamentals of a Circulation Element for the City of Trinidad, May 2009
- Background Report: Biology and Environment of the Trinidad Area, October 2009
- Background Report: Soil Characteristics of Trinidad, CA, October 2009
- Trinidad Architectural Survey (incomplete), November 2009
- Draft Trinidad Climate Action Plan, April 2010

There are a variety of other reports that are utilized or referred to in the general plan update which are not listed here.

Much of the General Plan update is complete in draft form. The following elements / chapters have been drafted and recommended / approved by the Planning Commission on the listed dates.

- Chapter 1: Introduction – October 2009
- Chapter 2: Land Use – September 2009
- Chapter 3: Conservation & Open Space – December 2009
- Chapter 4: Circulation – July 2012
- Chapter 5: Noise & Safety – December 2012
- Chapter 6: Housing – December 2013
- Community Design – Draft July 2014
- Cultural & Historic – drafted June 2013, not fully reviewed
- Glossary – October 2009, partially updated July 2014

The City Council has also reviewed the first 6 chapters (which includes all of the 7 state required elements). Once the last two elements (Community Design and Cultural and Historic) are reviewed by the Planning Commission and the Council, the entire document will need to be reviewed for internal consistency. Therefore, once all the elements are completed and updated, the entire draft will go back to the Planning Commission for final review and recommendation and then the City Council for discussion and adoption. Formal Tribal Consultation, and environmental review, will occur during this final step, although informal consultation is ongoing, especially regarding the Cultural and Historic Element.

### **LCP Update Grant and Current Work**

The City currently has a grant through the Coastal Commission to finish the LCP update. Because of the overlap with the General Plan, this grant is effectively helping with both efforts. That grant goes through April 2017. Work on the General Plan update did get put on hold during the grant application and contract process in order to save the City money.

Work is proceeding on the LCP update. The following is a list of tasks that have been completed in the last year broken down by grant task.

- *Stakeholder Coordination and Consultation*
  - City staff have been meeting with Coastal Commission staff every other month to discuss progress.
  - A hand-out / flyer was created to let people know about the update (attached).
  - A section on the City's website (under the Planning and Building Services) was added where updates and documents can be provided. <http://www.trinidad.ca.gov/departments-a-services/planning-a-building-services.html>
  - Updates have been given at Planning Commission and Trinidad Bay Watershed Council Meetings.
- *Conduct Climate Change Planning*
  - A draft Climate Change Vulnerability Report has been prepared that identifies risks and adaptation strategies.
- *Perform Needs Assessment*
  - A Land Use Plan consistency analysis was completed that identifies gaps in the draft general plan as compared with the Coastal Commission's LUP update guidance.
  - A needs assessment for the zoning ordinance update has been created that identifies where the zoning ordinance falls short of current Coastal Act requirements.
- *Tribal Consultation and Cultural Resources Element Development*
  - City staff have met with representatives of the Yurok Tribe, Trinidad Rancheria and Tsurai Ancestral Society to discuss and gain input on the update and cultural element.

The final step for the grant will be to update the zoning ordinance based on all this background work and outreach. It is anticipated that at the end of the grant period, the City will have a complete draft LCP.

Some key milestones and estimated timelines are included below.

- Cultural resource element to PC - Spring 2016
- Harbor area policies to PC - Summer 2016

- Draft GP (whole thing) to PC – Summer 2016
- Zoning ordinance update to PC - Winter 2016
- Draft GP (whole thing) to Council – Winter 2016
- Update and PC review of other implementing ordinances – Winter / Spring '16/'17
- City Council review of LCP – Spring and Summer 2017

Staff time for the LCP and General Plan update has been a limiting factor considering everything else the City is working on, and VDUs in particular. The Council, City Manager, and Planner will need to continue to coordinate on the City's priorities and available resources to ensure we can fulfill our grant obligations and complete these important projects.

The General Plan is a very important document with significant influence on community character. It serves as the land use "constitution" for development patterns in the City and furthers the following purposes: (1) Expresses the community's vision of the future physical development of the City of Trinidad; (2) Enables the Planning Commission and the City Council to establish long-range conservation and development policies in the City; (3) Provides the basis for judging whether specific private development proposals and public projects are consistent with these policies in the City; and (4) Informs the residents, developers, decision makers, and other jurisdictions of the ground rules that will guide development and conservation in the City. Finalizing the update of the entire LCP should continue to be a City priority.

*No decision was made. Presentation item only.*

## 2. Presentation/Budget Overview and Future Revenue Scenarios

City Manager Berman presented an overview of the City's primary revenues and expenses. This is the kickoff to developing next year's budget, and is also important context as the City considers the sales tax renewal item on tonight's agenda, and Ordinance changes that could affect transient occupancy tax revenue.

Trinidad has four main types of Revenue:

- **General Fund Revenue** which can be used for almost anything (in the City Budget)
- **Enterprise Fund** – The City's water service and the cemetery are Enterprise Funds, where we (try to) charge our cost for services, and revenues can only be used to run those 'businesses'.
- **Competitive Grant Funds** – These are tied to specific projects like stormwater improvements, or septic system replacements. They can cover staff time spent on those projects.
- **Restricted State Tax Revenues** – These are restricted to specific uses – like Gas Tax for Transportation related projects, and COPS revenue for our Sheriff's contract.

Our focus is on General Fund Revenues and Expenses, and to consider how the City could adapt to different revenue scenarios. Specifically the potential loss of the 0.75% sales tax, which expires next year unless the voters extend it, and potential changes in TOT revenue due to new VDU regulations.

### 2014-15 General Fund Revenue Sources and Amounts

TOT (Transient Occupancy Tax)	\$115,000	22%
Sales Tax (statewide, not City voter approved)	\$100,000	19%
Trinidad Sales Tax (Voter approved)	\$82,000	15%
Property Tax and Vehicle License Fees	\$91,000	17%
Grant Reimbursement	\$55,000	10%
Leases (Cell Tower, Franchise agreements...)	\$43,000	8%
Permit and License Fees	\$42,000	8%
Miscellaneous	\$6,000	1%
<b>Total GF Revenue:</b>	<b>\$534,000</b>	<b>100%</b>

## 2014-15 General Fund Expenses

Public Administration	\$248,000	46%
Public Works	\$143,000	27%
Public Safety (Sheriff)	\$76,000	14%
Planning and Building	\$51,000	10%
Fire Dept.	\$18,000	3%
<b>Total</b>	<b>\$536,000</b>	<b>100%</b>

Both City staff and contracted staff personnel expenses make up the single largest portion of our general fund expenses.

### Future Revenue Scenarios, over the next 2-3 years.

The most obvious potential revenue changes on the horizon is the sales tax renewal vote this fall. That voter approved tax provides about 15% of our General Fund Revenue, or almost \$100,000 per year. VDU regulations could result in changes to TOT revenue as well. With those revisions still under development, this is hard to predict. If there are changes that affect revenue, they may be implemented over time, but that is also still unclear. TOT has been a major GF Revenue source in recent years.

**Best Case Scenario:** Local Sales Tax is renewed at 0.75%, TOT revenue remains stable, assume other revenue is stable. GF Revenue remains stable in the \$520K to \$550K range. With reasonable budgeting, this is sustainable for the near future.

**Loss of Sales Tax:** Sales Tax is not renewed, TOT revenue remains stable, assume other revenue is stable. If we assume revenue and expense are about equal, as we saw in the 2015 year end report, then this scenario puts us at a \$90,000 deficit annually. Unless we can identify new revenue, this requires putting many projects on hold and reducing personnel expenses to break even.

**Loss of Sales Tax and TOT reduction:** Sales Tax not renewed, and TOT revenue is reduced by 20%. This is a ~\$114,000 reduction in revenue. For a scale of reference, the full payroll cost of the City Clerk, City Manager, and Public Works Director are all in the range of \$75K to \$85K. So losing one of those positions would get us 2/3 of the way there.

### Options for Increasing/Maintaining Revenue:

- The City can review services across the board to insure that our rate structure for permits, fees, licenses, etc. are truly covering the associated costs. This is worthwhile in any case, but will not make a large difference on the scale of the whole budget.
- The renewal of the sales tax.
- The City could increase the TOT rate, with voter approval. That rate is currently 10%. Rates across the state range from 8-14%\* (Ca League of Cities data). Each one percent increase would result in approximately \$12,000 annually based on recent revenues.

### Council questions included:

**Winnett:** Concerned with how much the City is spending on Planning related expenses.

**Baker:** Explained that the legacy costs of non-enforcement of certain issues is to blame. Supports additional expenses and continuing efforts to address the issues.

### Public comment included:

**Patti Fleschner** – Trinidad Area

Question about the cell tower facility/income from Trinidad Head. City Manager Berman explained the current contract.

**Leslie Farrar – Trinidad**

When the State of California experienced budget shortfalls years ago, the employees took furloughs and didn't receive regular annual increases. I would support a 1% sales tax increase and would campaign for it.

**Steve Ruth – Trinidad**

I'd like to know how much staff time is covered by applicant generated projects.

**Ben Morehead – Trinidad Area**

I think the City should be thinking creatively to find new revenue sources without increasing taxes. Increasing admin charges for grant projects, revenue from natural resources, or leases to other businesses.

**Jonna Kitchen – Trinidad**

Fiscal responsibility is very important. 15% of the City's housing generates one of the top 3 revenue sources through Bed Taxes. More public safety is needed, and we should do what it takes to not lose any of the services we currently have.

*Council reserved comments for the next agenda item discussion regarding sales tax increase.*

3. Discussion/Decision regarding Consideration of Sales Tax Extension

City Clerk Adams explained that in April, 2004, the City of Trinidad voters approved a ballot measure to impose a 1% transactions and use tax (sales tax) for a period of four years, which took effect on January 1, 2005 and ended on December 31, 2008.

In 2008, the voters agreed to again institute an additional tax of .75% effective on April 1, 2009. Collection of this additional tax was scheduled to end on March 31, 2013, but was approved again by the voters in November 2012 for another 4-year term set to expire on March 31, 2017. This additional tax generates approximately \$100,000 per year (which represents about 17% of the total General Fund) and supplements the General Fund that supports police and fire protection, street and public facility services, park and trail maintenance and services provided by the town office.

In order to continue either the .75% tax add on or a different tax add on, a measure will need to be included on the November 2016 ballot at the latest. There would be no preparatory costs assessed by the Board of Equalization in the event the current tax add-on is continued. If the tax add-on lapsed and was subsequently approved again, the Board of Equalization would assess a preparatory start up cost. The preparatory start up in 2008 due to a break in application of the tax add-on was approximately \$15,700. If the add-on tax was continued but changed to a reduced (or increased) rate, there may be an associated set up cost assessed by the Board of Equalization.

Public comment included:

**Laura Scott – Trinidad**

Research related to Bed Tax concluded that higher housing stability equals lower crime rates. Most of the data came from inner-city statistics, but local people like myself are experiencing the psychological effects of having to move out of one home and into another. Also alerted the City that there could be vacation rentals that aren't reporting income and are illegally operating.

**Tom Davies – Trinidad**

The ¾% sales tax increase was sold as a public safety tax. That should be the same method the new tax extension is presented as. I would support the increase.

**Leslie Farrar – Trinidad**

This should be on the November ballot. Increase it to 1%. Bed Tax is too closely tied to staff salaries and job security. Trinidad may not be in a position to give contributions to certain organizations and may have to limit spending to balance the budget.

Council comments included:

**Fulkerson:** I support extension of the current tax increase, and glad to hear citizens are willing to help get the word out. I will support it and campaign for it. Please keep staff salaries in perspective, a 1-hour

massage in Arcata is between \$60-70. We should definitely be having lease discussions with Verizon as well.

**West:** Worried about raising it to 1% and how that may change the voters perception.

**Baker:** I support the renewal and would direct staff to begin initiating the process to get it on the ballot in November.

**Miller:** I support the increase, and am also willing to consider the 1% rate.

*Motion (Fulkerson/West) to direct staff to take necessary steps to include the .75% sales tax increase extension for 4-years on the November 2016 ballot, and if time allows bring back the 1% and other options to the April meeting for further discussion. **Passed unanimously.***

4. Discussion/Decision regarding Resolution 2016-02 in support of declaring the Federally owned property on Trinidad Head as a California Coastal National Monument.

Mayor Miller read the Resolution, as proposed by the Trinidad Coastal Land Trust. Mayor Miller read the resolution aloud. City Manager Berman explained that he reached out to the local tribal entities (Yurok, Tsurai, and the Trinidad Rancheria). He received a letter of support from the Rancheria, and received a phone call from the Yurok Tribe raising concerns about the potential impacts that elevating the status of the area may cause.

Council questions included:

**Winnett:** Should we wait for the BLM to unveil their plan for Trinidad Head? What do we say to the Yurok?

**Fulkerson:** I contacted the BLM, and attended a League of CA meeting hosted by Trinidad and discussed this with a city official from Point Arena. The only down side seems to be more visitor traffic on Trinidad Head. I support the designation. It is not our Head. It belongs to the people. I trust the BLM.

Public comment included:

**Elaine Weinreb** – Trinidad Area

Will this new status change public access in any way? If so and access is increased to the area, will there be a need for additional police service to ensure the area is protected?

**Leslie Farrar** – Trinidad

It could change the character of the property quite a bit.

**Robert Hempsted** – Trinidad Rancheria

The Rancheria supports this designation.

**Patti Fleschner** – Trinidad Area

Coastal National Monument Committee meets quarterly. The Trinidad Head lighthouse area is open periodically and by request. It is a very popular site. If it is on another Federal map, there will be a higher demand for visits and the question is how we accommodate them.

**Tom Davies** – Trinidad

Questions regarding ownership of the parking lot area.

There was no further Council comment.

*Motion (West/Fulkerson) to adopt Resolution 2016-02 in support of declaring the Federally owned property on Trinidad Head as a California Coastal National Monument. **Passed unanimously.***

5. Discussion/Decision regarding Council Committee Assignments.

*The committee assignments were amended as follows:*

COMMITTEE	REP	ALT
Humboldt Waste Management Authority <b>HWMA</b>	Miller	West
Humboldt County Association of Governments <b>HCAOG</b>	West	Miller
Tsurai Management Plan Implementation Committee	West, Baker	Miller
Redwood Regional Economic Development Corp. <b>RREDC</b>	Fulkerson	Baker
HTA Humboldt Transit Authority <b>HTA</b>	Fulkerson	West
Redwood Coast Energy Authority <b>RCEA</b>	Miller	Baker
BLM Gateway Committee	Miller	City Manager
Humboldt County Convention & Visitors Bureau <b>HCCVB</b>	Winnett	Miller
Library, Museum, Park Committee	Baker, West	Miller
Office of Emergency Services <b>OES</b>	Winnett	West/Miller
Hazardous Materials Response Authority <b>HMRA</b>	Winnett	West/Miller
Indian Gaming Benefit Committee	Miller	West
Humboldt Mayors Committee	Miller	
Local Law Enforcement Committee	Baker	
Trinidad Rancheria Liaison	Fulkerson, West	
League of CA Cities	As Needed	

**XII. ADJOURNMENT**

Meeting ended at 9:00pm.

**Submitted by:**

**Gabriel Adams**  
City Clerk

**Approved by:**

**Dwight Miller**  
Mayor



## **CM STAFF REPORT**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 3 PAGES**

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***CITY MANAGER'S STAFF REPORT***

## **Staff Report**

### **Measure Z Funding Request**

The Measure Z Committee tasked with reviewing applications and making recommendations to the Board of Supervisors has completed their work. Our request for \$150,000 to support an additional Sheriff's Deputy was recommended to receive half of our request, or \$75,000. Our request was initially placed on the 'maybe' list instead of the 'yes' list, and we were one of the few in that situation to be recommended for funding. Your City Manager addressed the Committee at three meetings, and community support letters were much appreciated. The City and community should continue to press our case as the Board of Supervisors makes the final decisions in early June.

### **Land Movement Adjacent to Trinidad Memorial Lighthouse**

A section of the hillside just west of the Memorial Lighthouse has been slowly creeping downhill for decades if not centuries. It recently took another 4-6" step, reopening cracks in the public parking spaces off Edwards, and further destabilizing the concrete ramp between the parking area and the Lighthouse. Both areas have been affected similarly in the recent past. Staff have placed temporary sandbags to prevent rainwater from pouring down those cracks, and are proceeding with having them resealed. This doesn't address the underlying problem, but does prevent water running in and potentially speeding up the land movement. The ramp will be closed to public access as it is a clear liability hazard, and people can still access the Lighthouse and Axel Lindgren Trail. Staff are beginning the permit process to remove the ramp entirely. Thankfully the Lighthouse itself appears to have seen much less ground movement, although one corner of the concrete walk around the Lighthouse is visibly lower.

### **Water Leak on View St.**

Public Works staff, with the help of contractors, repaired a significant leak caused by tree roots rupturing an older concrete section of City water line on View St. Staff decided to go ahead and replace this section of water line, and are considering removal of the offending trees (see separate agenda item).

### **Leak Detection**

City staff are utilizing our new leak detection equipment to start systematically testing our water distribution system. We have recently covered about 1.5 miles of pipe without any notable leaks found. This is roughly 10% of our estimated 15 miles of water pipe in the ground.

### **Onsite WasteWater Treatment Grant**

The City is moving forward with identifying septic systems that need repairs or replacement and are eligible for partial grant funding. We have prioritized properties based on location and known information about the septic system. Letters inviting

participation have recently gone out to the highest priority properties. The grant is focused on the Parker Creek and Luffenholtz Creek drainages.

### **Stormwater Part II**

The City is working on a short 'pre-proposal' as part of a two step grant application process for funding the second phase of our Stormwater Project to eliminate our discharge of stormwater to Trinidad Bay. The full application will be due in early summer.

### **Little River Trail**

The City has applied for \$8,000 from HCOAG to support coordination efforts and grant writing. The HCOAG Technical Advisory Committee is recommending funding this request to the HCOAG Board. These funds, if awarded will support a significant grant application to Caltrans for the designs and environmental permitting to build an off-highway pedestrian and bike trail from the current end of Scenic Dr., across Little River, to connect to the Clam Beach Frontage Road.

### **Trinidad Rancheria and Harbor Properties**

The Trinidad Rancheria has provided a letter to the City (attached) regarding their Harbor properties. As described in the letter, the Rancheria is moving forward with an application to the Bureau of Indian Affairs to put those properties into federal trust status, effectively making them part of the Trinidad Rancheria. The Rancheria is interested in making a presentation and answering questions about this process at the Council's May meeting – key staff were unavailable for our April 13<sup>th</sup> date. Staff have begun research on the process and the implications for the City. The very quick version is that a) this can only be done on lands already owned in fee by the Rancheria, b) if successful, these lands would effectively no longer be under any City jurisdiction for the purposes of taxes, zoning, permitting, or anything else; c) at first look, it appears that public access to the parking areas, beaches, docks, and the like would not be affected. Additional research is ongoing. The actual application has not yet been submitted. BIA will solicit input from the City as part of considering the application.

### **Tsurai Study Area and Management Team**

Current efforts involve developing project descriptions and permit applications for fencing along sections of the property, and for removal of the failed ADA ramp adjacent to the Lighthouse.

### **VDU Ordinance Enforcement**

In addition to satisfying public records requests related to VDUs, staff are investigating a number of complaints related to properties with second units, or alleged to have second units, as well as one incident of significant overcrowding at a VDU. One building inspection related to these complaints was recently completed and more are being scheduled. Staff are planning on having site inspections as a standard part of VDU license renewals this year, in keeping with an overall emphasis on making the renewal of the licenses contingent on full compliance with the VDU Ordinance.

### **Training/Professional Development**

Staff (City Manager) attended recent trainings on the Family and Medical Care Leave Acts, and the 'Supervisor's Guide to Public Sector Employment Law'.

Public Works Director Brian Buckman attended training related to his professional certifications in Water Treatment Plant Operation.



## **CONSENT AGENDA ITEM 1**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 9 PAGES**

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1. Financial Status Reports for February 2016.

**City of Trinidad**  
Statement of Revenues and Expenditures - GF Revenue  
From 2/1/2016 Through 2/29/2016

	Current Month	Year to Date	Total Budget - Original	% of Budge
Revenue				
41010	PROPERTY TAX - SECURED	42,933.43	42,933.43	91,500.00 (53.08)%
41020	PROPERTY TAX - UNSECURED	2,982.11	2,982.11	3,300.00 (9.63)%
41040	PROPERTY TAX-PRIOR UNSECURED	35.84	35.84	50.00 (28.32)%
41050	PROPERTY TAX - CURRENT SUPPL	256.99	256.99	900.00 (71.45)%
41060	PROPERTY TAX-PRIOR SUPPL	64.30	64.30	200.00 (67.85)%
41071	MOTOR VEHICLES	81.48	81.48	1,000.00 (91.85)%
41110	PROPERTY TAX EXEMPTION	604.11	604.11	1,300.00 (53.53)%
41130	PUBLIC SAFETY 1/2 CENT	913.80	913.80	1,600.00 (42.89)%
41140	PROPERTY TAX - DOCUMENTARY RE	2,520.10	2,520.10	1,200.00 110.01%
41190	PROPERTY TAX ADMINISTRATION FE	(1,076.00)	(1,076.00)	(2,420.00) (55.54)%
41200	LAFCO Charge	(1,503.76)	(1,503.76)	(1,200.00) 25.31%
41210	IN-LIEU SALES & USE TAX	9,825.55	9,825.55	27,500.00 (64.27)%
41220	IN LIEU VLF	13,919.00	13,919.00	28,000.00 (50.29)%
42000	SALES & USE TAX	32,171.14	124,382.03	200,000.00 (37.81)%
43000	TRANSIENT LODGING TAX	27,833.92	134,020.61	120,000.00 11.68%
43100	TRANSIENT LODGING TAX-TBID	0.00	(3,454.28)	0.00 0.00%
47310	VEHICLE LICENSE COLLECTION	0.00	148.04	0.00 0.00%
53010	COPY MACHINE FEE	0.00	0.00	30.00 100.00)%
53020	INTEREST INCOME	185.99	2,181.25	6,000.00 (63.65)%
53090	OTHER MISCELLANEOUS INCOME	125.82	19,871.96	1,000.00 ,887.20%
54020	PLANNER- APPLICATION PROCESSIN	3,500.00	5,000.00	6,000.00 (16.67)%
54050	BLDG.INSPECTION APPLICATION PROCESSI	1,067.84	9,463.71	7,000.00 35.20%
54100	ANIMAL LICENSE FEES	15.00	15.00	200.00 (92.50)%
54150	BUSINESS LICENSE TAX	230.00	8,238.00	11,500.00 (28.37)%
54300	ENCROACHMENT PERMIT FEES	0.00	50.00	400.00 (87.50)%
56400	RENT - VERIZON	4,184.30	16,534.91	23,000.00 (28.11)%
56500	RENT - HARBOR LEASE	0.00	5,135.00	5,125.00 0.20%
56550	RENT - PG& E	0.00	0.00	9,500.00 100.00)%
56650	RENT - SUDDENLINK	1,543.49	5,170.36	3,800.00 36.06%
56700	RENT - TOWN HALL	1,202.00	4,152.00	5,000.00 (16.96)%
59999	INTERDEPARTMENTAL TRANSFER INC	0.00	0.00	30,000.00 100.00)%
	Total Revenue	143,616.45	402,465.54	581,485.00 (30.79)%

**City of Trinidad**  
Statement of Revenues and Expenditures - GF Expense  
201 - GFAdmin  
From 2/1/2016 Through 2/29/2016

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
60900	HONORARIUMS	250.00	2,000.00	3,000.00	33.33%
61000	EMPLOYEE GROSS WAGE	8,974.32	72,238.30	112,705.00	35.90%
61470	FRINGE BENEFITS	46.16	415.44	600.00	30.76%
65100	DEFERRED RETIREMENT	382.96	3,160.61	4,941.00	36.03%
65200	MEDICAL INSURANCE AND EXPENSE	947.28	8,147.91	11,389.00	28.46%
65250	Health Savings Program	9.73	77.81	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	(4,499.30)	3,832.00	217.41%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	52.00	383.17	750.00	48.91%
65600	PAYROLL TAX	713.13	5,745.78	9,000.00	36.16%
65800	Grant Payroll Allocation	(291.68)	(4,330.43)	(6,278.00)	31.02%
68090	CRIME BOND	0.00	455.00	455.00	0.00%
68200	INSURANCE - LIABILITY	0.00	14,283.75	8,314.00	(71.80)%
68300	PROPERTY & CASUALTY	0.00	3,859.05	4,225.00	8.66%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	3,315.00	10,000.00	66.85%
71130	ATTORNEY-LITIGATION	0.00	0.00	10,000.00	100.00%
71160	ACCOUNTING	967.13	1,777.19	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	1,932.50	2,000.00	3.38%
71310	CITY PLANNER-ADMIN. TASKS	4,812.25	41,703.93	38,000.00	(9.75)%
71410	BLDG INSPECTOR-ADMIN TASKS	240.00	2,757.08	4,500.00	38.73%
71420	BLDG INSPECTOR-PERMIT PROCESS	0.00	400.00	12,000.00	96.67%
71510	ACCOUNTANT-ADMIN TASKS	0.00	6,324.89	14,000.00	54.82%
71620	AUDITOR-FINANCIAL REPORTS	5,265.00	12,285.00	15,500.00	20.74%
72000	CHAMBER OF COMMERCE	0.00	12,834.54	13,200.00	2.77%
72100	BAD DEBTS	458.92	458.92	0.00	0.00%
74200	REIMBURSED GRANT ADMIN EXP	0.00	0.00	(500.00)	100.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	30.00	1,792.50	5,500.00	67.41%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	1,500.00	500.00	(200.00)%
75170	RENT	650.00	5,200.00	8,200.00	36.59%
75180	UTILITIES	754.30	6,410.24	8,500.00	24.59%
75190	DUES & MEMBERSHIP	0.00	125.92	500.00	74.82%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	3,810.51	4,500.00	15.32%
75220	OFFICE SUPPLIES & EXPENSE	506.82	2,970.94	5,500.00	45.98%
75240	BANK CHARGES	160.00	160.00	250.00	36.00%
75300	CONTRACTED SERVICES	0.00	(888.15)	8,000.00	111.10%
75990	MISCELLANEOUS EXPENSE	0.00	2,860.29	500.00	(472.06)%
76110	TELEPHONE	159.58	1,659.49	1,550.00	(7.06)%
76130	CABLE & INTERNET SERVICE	294.93	2,358.00	3,300.00	28.55%
76150	TRAVEL	0.00	0.00	1,500.00	100.00%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	181.58	0.00	0.00%
78170	SECURITY SYSTEM	0.00	0.00	1,500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	1,360.81	1,000.00	(36.08)%
Total Expense		25,382.83	215,228.27	322,433.00	33.25%

**City of Trinidad**  
**Statement of Revenues and Expenditures - GF Expense**  
**301 - Police**  
**From 2/1/2016 Through 2/29/2016**

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
61000	EMPLOYEE GROSS WAGE	269.45	2,268.47	3,427.00	33.81%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	117.00	100.00%
65600	PAYROLL TAX	20.62	173.58	262.00	33.75%
65800	Grant Payroll Allocation	(14.64)	(14.64)	0.00	0.00%
75170	RENT	650.00	5,200.00	8,190.00	36.51%
75180	UTILITIES	191.48	1,684.00	2,500.00	32.64%
75220	OFFICE SUPPLIES & EXPENSE	0.00	0.00	400.00	100.00%
75300	CONTRACTED SERVICES	37,658.50	49,433.50	88,085.00	43.88%
75350	ANIMAL CONTROL	113.00	904.00	1,500.00	39.73%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	500.00	100.00%
76110	TELEPHONE	86.13	725.68	1,200.00	39.53%
	<b>Total Expense</b>	<u>38,974.54</u>	<u>60,374.59</u>	<u>106,181.00</u>	<u>43.14%</u>

**City of Trinidad**  
**Statement of Revenues and Expenditures - GF Expense**  
**401 - Fire**  
**From 2/1/2016 Through 2/29/2016**

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
	Expense				
60900	HONORARIUMS	150.00	1,200.00	1,800.00	33.33%
75180	UTILITIES	66.12	334.33	1,150.00	70.93%
75190	DUES & MEMBERSHIP	0.00	0.00	100.00	100.00%
75280	TRAINING / EDUCATION	0.00	0.00	400.00	100.00%
75300	CONTRACTED SERVICES	0.00	144.00	23,500.00	99.39%
76110	TELEPHONE	78.75	885.08	720.00	(22.93)%
76140	RADIO & DISPATCH	0.00	831.50	450.00	(84.78)%
78140	VEHICLE FUEL & OIL	12.16	127.57	350.00	63.55%
78150	VEHICLE REPAIRS	74.63	431.15	2,500.00	82.75%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	1,704.78	2,500.00	31.81%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	400.00	100.00%
	Total Expense	<u>381.66</u>	<u>5,658.41</u>	<u>34,370.00</u>	<u>83.54%</u>

**City of Trinidad**  
**Statement of Revenues and Expenditures - GF Expense**  
**501 - PW (Public Works)**  
**From 2/1/2016 Through 2/29/2016**

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
61000	EMPLOYEE GROSS WAGE	5,249.19	43,086.82	64,837.44	33.55%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	561.56	4,634.64	7,207.64	35.70%
65200	MEDICAL INSURANCE AND EXPENSE	1,954.68	16,020.55	24,074.23	33.45%
65250	Health Savings Program	16.75	135.23	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	2,280.30	100.00%
65600	PAYROLL TAX	428.80	3,515.29	5,682.06	38.13%
65800	Grant Payroll Allocation	(1,006.84)	(17,416.14)	(24,428.00)	28.70%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	3,575.00	5,500.00	35.00%
71250	CITY ENGINEER - PROJECT FEES	0.00	0.00	5,000.00	100.00%
75180	UTILITIES	103.50	103.50	0.00	0.00%
75280	TRAINING / EDUCATION	0.00	796.85	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	930.00	28,000.00	96.68%
75370	UNIFORMS/PERSONAL EQUIP.	0.00	86.98	450.00	80.67%
76110	TELEPHONE	0.00	58.83	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	90.00	10,000.00	99.10%
78120	STREET LIGHTING	370.77	2,929.92	4,500.00	34.89%
78130	TRAIL MAINTENANCE	0.00	3,347.00	2,500.00	(33.88)%
78140	VEHICLE FUEL & OIL	228.78	2,557.40	4,800.00	46.72%
78150	VEHICLE REPAIRS	0.00	3,466.74	2,000.00	(73.34)%
78160	BUILDING REPAIRS & MAINTENANCE	618.92	45,733.04	12,000.00	(281.11)%
78180	OTHER REPAIR & MAINTENANCE	0.00	20.51	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	259.40	3,286.88	6,500.00	49.43%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	423.64	500.00	15.27%
79120	WATER PLANT CHEMICALS	360.86	982.58	0.00	0.00%
	Total Expense	9,146.37	118,365.26	161,903.67	26.89%

**City of Trinidad**  
Statement of Revenues and Expenditures - Monthly Reports  
204 - IWM  
From 2/1/2016 Through 2/29/2016

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
47650	RECYCLING REVENUE	1,337.66	5,986.96	5,200.00	15.13%
56150	FRANCHISE FEES	0.00	0.00	7,000.00	(100.00)%
	Total Revenue	1,337.66	5,986.96	12,200.00	(50.93)%
	Expense				
61000	EMPLOYEE GROSS WAGE	850.40	6,945.96	10,313.00	32.65%
65100	DEFERRED RETIREMENT	102.04	833.73	1,314.00	36.55%
65200	MEDICAL INSURANCE AND EXPENSE	398.99	3,274.97	5,017.00	34.72%
65250	Health Savings Program	3.50	27.58	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	372.00	100.00%
65600	PAYROLL TAX	72.86	595.15	938.00	36.55%
65800	Grant Payroll Allocation	(14.02)	(202.16)	0.00	0.00%
75120	WASTE RECYCLING PICKUP/DISPOSA	0.00	0.00	500.00	100.00%
75130	GARBAGE	0.00	131.18	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	55.60	0.00	0.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	73.65	972.90	1,200.00	18.93%
	Total Expense	1,487.42	12,634.91	19,654.00	35.71%
	Net Income	(149.76)	(6,647.95)	(7,454.00)	(10.81)%

**City of Trinidad**  
**Statement of Revenues and Expenditures - Monthly Reports**  
**601 - Water**  
**From 2/1/2016 Through 2/29/2016**

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
<b>Revenue</b>					
53020	INTEREST INCOME	0.00	0.00	1,500.00	(100.00)%
53090	OTHER MISCELLANEOUS INCOME	0.00	4,353.90	2,500.00	74.16%
57100	WATER SALES	22,480.94	197,127.78	305,000.00	(35.37)%
57200	Water Sales - Wholesale	990.00	6,270.00	0.00	0.00%
57300	NEW WATER HOOK UPS	0.00	0.00	2,000.00	(100.00)%
57500	WATER A/R PENALTIES	1,070.54	1,463.74	1,000.00	46.37%
	<b>Total Revenue</b>	<b>24,541.48</b>	<b>209,215.42</b>	<b>312,000.00</b>	<b>(32.94)%</b>
<b>Expense</b>					
61000	EMPLOYEE GROSS WAGE	8,006.42	65,689.85	101,244.00	35.12%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	910.44	7,479.93	11,708.00	36.11%
65200	MEDICAL INSURANCE AND EXPENSE	3,143.11	25,774.57	37,110.00	30.55%
65250	Health Savings Program	25.67	205.03	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	(2,422.70)	3,495.00	169.32%
65600	PAYROLL TAX	668.36	5,478.94	8,759.00	37.45%
65800	Grant Payroll Allocation	(1,680.19)	(17,706.56)	(25,594.00)	30.82%
68090	CRIME BOND	0.00	245.00	0.00	0.00%
68200	INSURANCE - LIABILITY	0.00	7,391.25	4,477.00	(65.09)%
68300	PROPERTY & CASUALTY	0.00	2,077.95	2,275.00	8.66%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	1,000.00	100.00%
71160	ACCOUNTING	520.77	956.96	0.00	0.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	0.00	4,000.00	100.00%
71510	ACCOUNTANT-ADMIN TASKS	0.00	3,405.71	6,500.00	47.60%
71620	AUDITOR-FINANCIAL REPORTS	2,835.00	6,615.00	7,000.00	5.50%
72100	BAD DEBTS	0.00	0.00	350.00	100.00%
75180	UTILITIES	794.35	7,632.30	13,000.00	41.29%
75190	DUES & MEMBERSHIP	250.00	981.29	1,000.00	1.87%
75220	OFFICE SUPPLIES & EXPENSE	373.04	1,999.04	3,750.00	46.69%
75240	BANK CHARGES	0.00	10.00	0.00	0.00%
75280	TRAINING / EDUCATION	0.00	115.00	500.00	77.00%
75300	CONTRACTED SERVICES	0.00	0.00	25,000.00	100.00%
76110	TELEPHONE	117.13	1,463.58	1,100.00	(33.05)%
76130	CABLE & INTERNET SERVICE	61.95	495.60	750.00	33.92%
76160	LICENSES & FEES	0.00	2,363.45	2,750.00	14.06%
78120	STREET LIGHTING	0.00	0.00	1,600.00	100.00%
78140	VEHICLE FUEL & OIL	58.81	470.78	1,500.00	68.61%
78150	VEHICLE REPAIRS	144.00	5,169.68	2,000.00	(158.48)%
78160	BUILDING REPAIRS & MAINTENANCE	125.00	284.61	1,000.00	71.54%
78170	SECURITY SYSTEM	73.50	558.49	500.00	(11.70)%
78190	MATERIALS, SUPPLIES & EQUIPMEN	5.39	418.54	12,500.00	96.65%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
79100	WATER LAB FEES	115.00	2,149.00	3,500.00	38.60%
79120	WATER PLANT CHEMICALS	0.00	2,698.98	9,500.00	71.59%
79130	WATER LINE HOOK-UPS	0.00	0.00	2,000.00	100.00%
79150	WATER LINE REPAIR	0.00	11,812.01	15,000.00	21.25%
79160	WATER PLANT REPAIR	0.00	10,344.64	17,000.00	39.15%
90000	Capital Reserves	0.00	0.00	15,000.00	100.00%
	<b>Total Expense</b>	<b>16,547.75</b>	<b>154,157.92</b>	<b>292,774.00</b>	<b>47.35%</b>

**City of Trinidad**  
**Statement of Revenues and Expenditures - Monthly Reports**  
**601 - Water**  
**From 2/1/2016 Through 2/29/2016**

	<u>Current Period Actual</u>	<u>Current Year Actual</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Net Income	<u>7,993.73</u>	<u>55,057.50</u>	<u>19,226.00</u>	<u>186.37%</u>

**City of Trinidad**  
Statement of Revenues and Expenditures - Monthly Reports  
701 - Cemetery  
From 2/1/2016 Through 2/29/2016

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
	Revenue				
58100	CEMETERY PLOT SALES	2,052.50	7,912.50	9,500.00	(16.71)%
58150	Cemetery Plot Refunds	0.00	(1,410.00)	0.00	0.00%
	Total Revenue	2,052.50	6,502.50	9,500.00	(31.55)%
	Expense				
61000	EMPLOYEE GROSS WAGE	1,075.45	8,655.01	12,956.00	33.20%
65100	DEFERRED RETIREMENT	129.06	1,038.83	1,663.00	37.53%
65200	MEDICAL INSURANCE AND EXPENSE	497.14	4,167.90	6,413.00	35.01%
65250	Health Savings Program	4.35	34.35	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	0.00	471.00	100.00%
65600	PAYROLL TAX	92.12	741.39	1,187.00	37.54%
65800	Grant Payroll Allocation	(25.33)	(290.12)	0.00	0.00%
75180	UTILITIES	43.05	555.27	700.00	20.68%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,200.00	100.00%
	Total Expense	1,815.84	14,902.63	24,590.00	39.40%
	Net Income	236.66	(8,400.13)	(15,090.00)	(44.33)%



## **CONSENT AGENDA ITEM 2**

**SUPPORTING DOCUMENTATION FOLLOWS WITH:    3 PAGES**

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2.    Removal of Select Cherry Trees on View Street Damaging City Water Lines

## **Trinidad City Council**

### **Consent Agenda**

April 13<sup>th</sup> 2016

Item: Approve Removal of Two Cherry Trees on View Street

Staff recommends removal of two ornamental cherry trees along View Street because their roots have repeatedly damaged the City water line they were planted over, the most recent repair damaged their roots in turn, and they are growing into the overhead utility lines above them. The attached report and follow up note from a local arborist support this action. The trees are City trees in the road right of way. Staff have spoken with some of the nearest neighbors, who ranged from enthusiastic to neutral on the project. This item is within staff authority to approve, but was agendaized to provide Council and the public the opportunity to weigh in, given that these are the public's trees and they were planted as a community project.

Recommended Action:

1. Authorize City Manager to proceed with contracting for removal of the trees

## Trinidad City Manager

---

**From:** merlin szabo <covecrew@yahoo.com>  
**Sent:** Wednesday, March 02, 2016 4:11 PM  
**To:** Trinidad City Manager  
**Subject:** Re: View St. trees

Hi Dan,

Ultimately pruning the trees back will only buy time, if it is something that could be approved I would recommend a full removal if possible, as it would be the most cost effective measure. The damaged roots also do not help the future of these trees. The cherry trees are fantastic looking for color in town, but these particular ones are really planted in a poor site location. I would not replace them with anything but small ornamental flowering shrubs that would stay low and not require a full trees root system like the cherries there now.

Cost wise, I don't think it would be much more than pruning, as no careful pruning cuts would be required.

Be in touch!

Merlin

On Tuesday, March 1, 2016 12:11 PM, Trinidad City Manager <[citymanager@trinidad.ca.gov](mailto:citymanager@trinidad.ca.gov)> wrote:

Hi Merlin,

Saw your letter and estimate for view st trees.

These trees are, as you noted in your report, in a bad spot. Over water lines, under power lines.

You recommend cutting them back quite a bit.

Questions

– Are these trees suited to being maintained in a much smaller state, such that they can look good in this location? I assume even if we keep the tops trimmed, the roots will continue to grow.... The obvious alternative is to remove them – no more water line or power line problems.

If we wanted to remove them, do you have general advice about what, if anything, you would recommend for this location, given the water and power lines?

Estimated cost for removal?

Thanks  
Dan

Daniel Berman  
City Manager  
City of Trinidad



398 Old Wagon Rd. • Trinidad, CA 95570 • 707-832-3086  
covecrew@yahoo.com

February 16th 2016

Re: View Ave.

To whom it may concern:

My name is Merlin Sabo, I am a local ISA Certified Arborist and the owner of Trinidad Tree Service based out of Trinidad, CA. I have been practicing Arboriculture in the North Coast since 2005. Bryan Buckman with Trinidad City works ask me to provide a professional opinion of two cherry trees growing along View Ave in Trinidad.

The Cherry trees are located on the east side of View ave, they were recently involved with a city works project in which a waterline was compromised by the trees roots growing into them. For the repair a large amount of roots were needed to be removed for a new section of waterline. In the process of cutting away the trees roots, the trees health was compromised and will need to be mitigated. Being that the remaining root structure cannot support the entire canopy, I would recommend reducing the overall branch structure to help provide some relief to the limited root uptake the tree has left available. Looking to the future, the cherry trees were not planted in a well planned location. This particular spot has city waterlines under the trees and power lines right above. Both will be impacted by the the trees growth currently and in the future. Structure reduction is a step in the right direction of downsizing these trees to help them fit into the small growing space they currently occupy.

Thank you for your time and consideration, and feel free to contact me for further questions.

Merlin Sabo  
ISA CERTIFIED ARBORIST  
WE-9279A

## Trinidad City Manager

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**From:** Trinidad Tree Service <trinidadtreeservice@gmail.com>  
**Sent:** Tuesday, March 08, 2016 6:28 PM  
**To:** Trinidad City Manager  
**Subject:** Trinidad Tree Service Estimate 3-8-16

## Trinidad Tree Service

398 Old Wagon Rd

Trinidad CA. 95570

707-832-3086

trinidadtreeservice@gmail.com

View Ave.

Trinidad CA 95570

### **-Work to be performed**

Remove roadside cherry trees along View Ave.

Haul and dump all materials

### **-Estimated time and cost**

4 hours @ 125.00/hour

### **Green waste Fees**

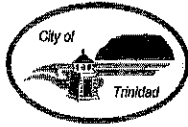
2 @18.00

### **-Total Estimated Cost**

**\$536.00**

Thank You!

Merlin Sabo  
ISA Arborist  
WE-9279A

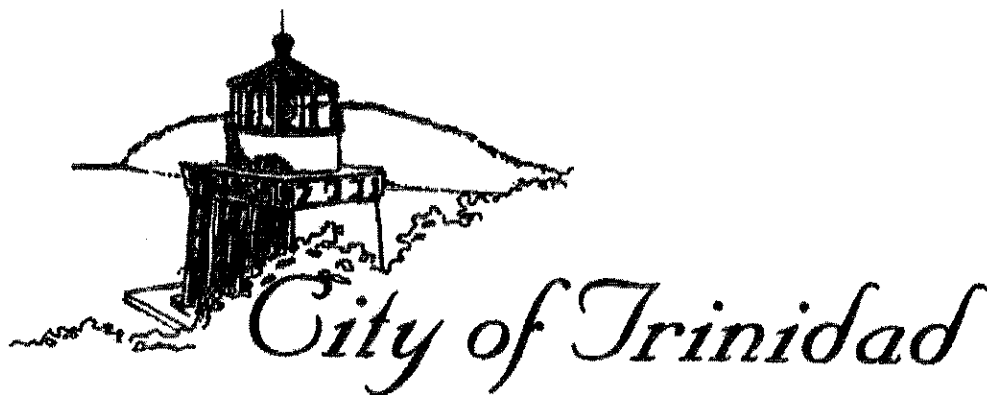


## **CONSENT AGENDA ITEM 3**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 8 PAGES**

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3. Letter of Support for NOAA's Trinidad Head Observatory Project



April 7, 2016

Mr. Brian Vassel  
Director of Observatories  
NOAA Earth System Research Laboratory  
Global Monitoring Division  
325 Broadway, R/GMD1  
Boulder, CO 80305

Dear Mr. Vassel,

I am writing to express the support of the City of Trinidad for the NOAA Earth System Research Laboratory's plan to construct a new atmospheric observatory on Trinidad Head.

The City Council and City staff have reviewed the proposal by NOAA to build a new atmospheric research observatory on the United States Coast Guard land (1.08 acres) located on the top of Trinidad Head. The project will improve the existing conditions at this recreationally and culturally important scenic location. We have no major concerns regarding the project.

The City appreciates your efforts to engage the City and the local Tribes in the planning process for this project.

Sincerely,

Dwight Miller, Mayor



UNITED STATES DEPARTMENT OF COMMERCE  
National Oceanic and Atmospheric Administration  
Office of Oceanic and Atmospheric Research  
Earth System Research Laboratory  
325 Broadway – David Skaggs Research Center  
Boulder, Colorado 80305-3337

## NOAA Trinidad Head Atmospheric Baseline Observatory Construction Plan

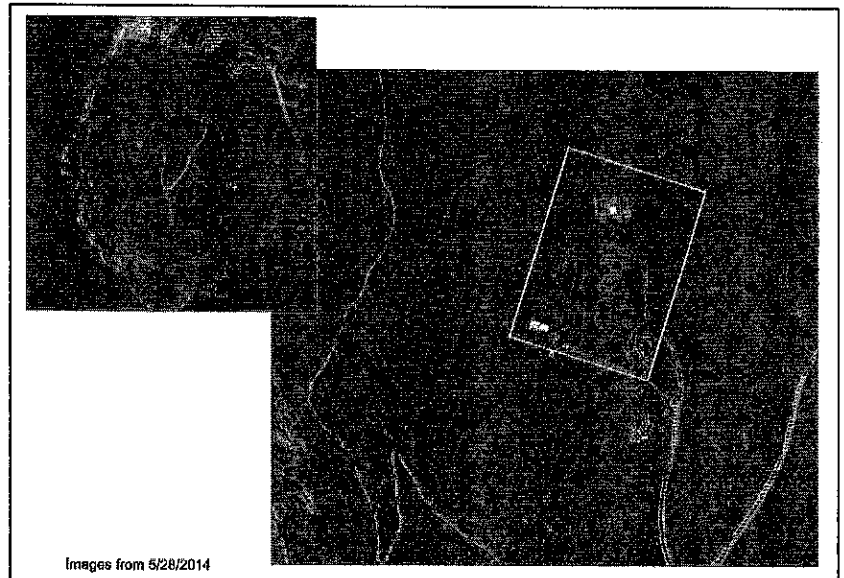
### Background:

The National Oceanic and Atmospheric Administration (NOAA)'s Earth System Research Laboratory (ESRL) Global Monitoring Division (GMD) operates six atmospheric baseline observatories strategically positioned around the globe. The long-term datasets collected at these observatories provide the best possible information on atmospheric constituents that drive climate change, stratospheric ozone depletion, and baseline air quality. One of these observatories, the Trinidad Head Observatory (THD), is located on a small United States Coast Guard (USCG) parcel of land in Trinidad, California, and is in dire need of facility repairs. Additionally, one of NOAA's global partners, the Scripps Institution of Oceanography (SIO) at University of California San Diego, also has a co-located long-term research facility nearing the end of its functional life span. NOAA/GMD and SIO plan to replace the damaged structures with one co-located joint facility to monitor the atmosphere.

### Overview:

Trinidad Head is located on a point extending west from the town on Trinidad toward the ocean along the remote northern coast of California, approximately 40 km (25 mi) north of Eureka.

This location makes Trinidad Head an ideal site for measuring regional and global influences of atmospheric constituents that drive climate change.





UNITED STATES DEPARTMENT OF COMMERCE  
National Oceanic and Atmospheric Administration  
Office of Oceanic and Atmospheric Research  
Earth System Research Laboratory  
325 Broadway – David Skaggs Research Center  
Boulder, Colorado 80305-3337

March 1, 2016

Mr. Mark Delaplaine  
Federal Consistency Supervisor  
California Coastal Commission  
45 Fremont Street, Suites 1900 & 2000  
San Francisco, California 94105-2219

**Reference:** Negative Determination for NOAA Trinidad Head Atmospheric Baseline Observatory

Dear Mr. Delaplaine:

In accordance with the Federal Coastal Zone Management Act of 1972 as amended, Section 307c(1), the National Oceanic and Atmospheric Administration (NOAA) Global Monitoring Division (GMD) has determined that the construction of the Trinidad Head Atmospheric Baseline Observatory (THD) located on United States Coast Guard (USCG) property in Trinidad, California will not affect the coastal zone and therefore does not require a consistency determination. NOAA/GMD requests California Coastal Commission (CCC) review and concur with this statement of negative determination (ND).

Trinidad Head is located on a point extending west from the town on Trinidad toward the ocean along the remote northern coast of California, approximately 40 km (25 mi) north of Eureka. This location makes Trinidad Head an ideal site for measuring regional and global influences of atmospheric constituents that drive climate change. THD is located on a small USCG parcel 5q near the summit of Trinidad Head, and is in dire need of facility repairs. Additionally, one of NOAA's global partners, the Scripps Institution of Oceanography (SIO) at University of California San Diego, also has a co-located long-term research facility nearing the end of its functional life span.

NOAA/GMD proposes to build a single-story, 624 sq. ft. (24 ft. x 26 ft., 8 ft. high) pre-fabricated observatory building on a poured concrete pad that will house NOAA and SIO instrumentation to monitor the atmosphere, and relocate a wood instrumentation platform closer to the new observatory (in a location that is currently occupied by a high voltage enclosure). As part of the site modification, NOAA/GMD will remove the outdated scientific structures and unused USCG structures: outdated NOAA/GMD observatory trailer, NOAA/GMD tower, old SIO instrument container, USCG radio building, USCG high voltage building, and USCG high voltage enclosure fencing. The location of the new observatory building and relocated instrument platform take



advantage of existing utility services, so no new utility infrastructure will need to be installed. Included maps show existing buildings on the USCG property and the proposed changes.

A ND is submitted when the proposed project is the same or similar to a previous or original project and will not affect the use or resources of the coastal zone. The new THD observatory building and instrument platform are similar to the original project due to its proposed location, size, and function. The THD project improves the scientific capabilities of NOAA and SIO, while assisting the USCG with the remediation of the site by removing outdated and unused communication infrastructure. The proposed project also maintains its total height and size to preserve public scenic vistas to and along the coast. It would not change coastal access.

Because the proposed changes would be mostly located within the footprint of existing structures on the USCG site, the proposed building and platform would not have additional impacts to wildlife habitat, water, or air. Local native tribes have been consulted regarding the potential impacts to archaeological resources and an artifact discovery plan has been put in place for any necessary ground disturbances. The Yurok and Trinidad Rancheria tribes are supportive of the project (see attached letters). The City of Trinidad was engaged in the planning process and the proposed changes were presented during a public City Council meeting. The city planner for the City of Trinidad is supportive of the project as well (see attached documentation). Standard environmental best management practices would be followed to ensure impacts to wildlife during construction and remediation activities are avoided.

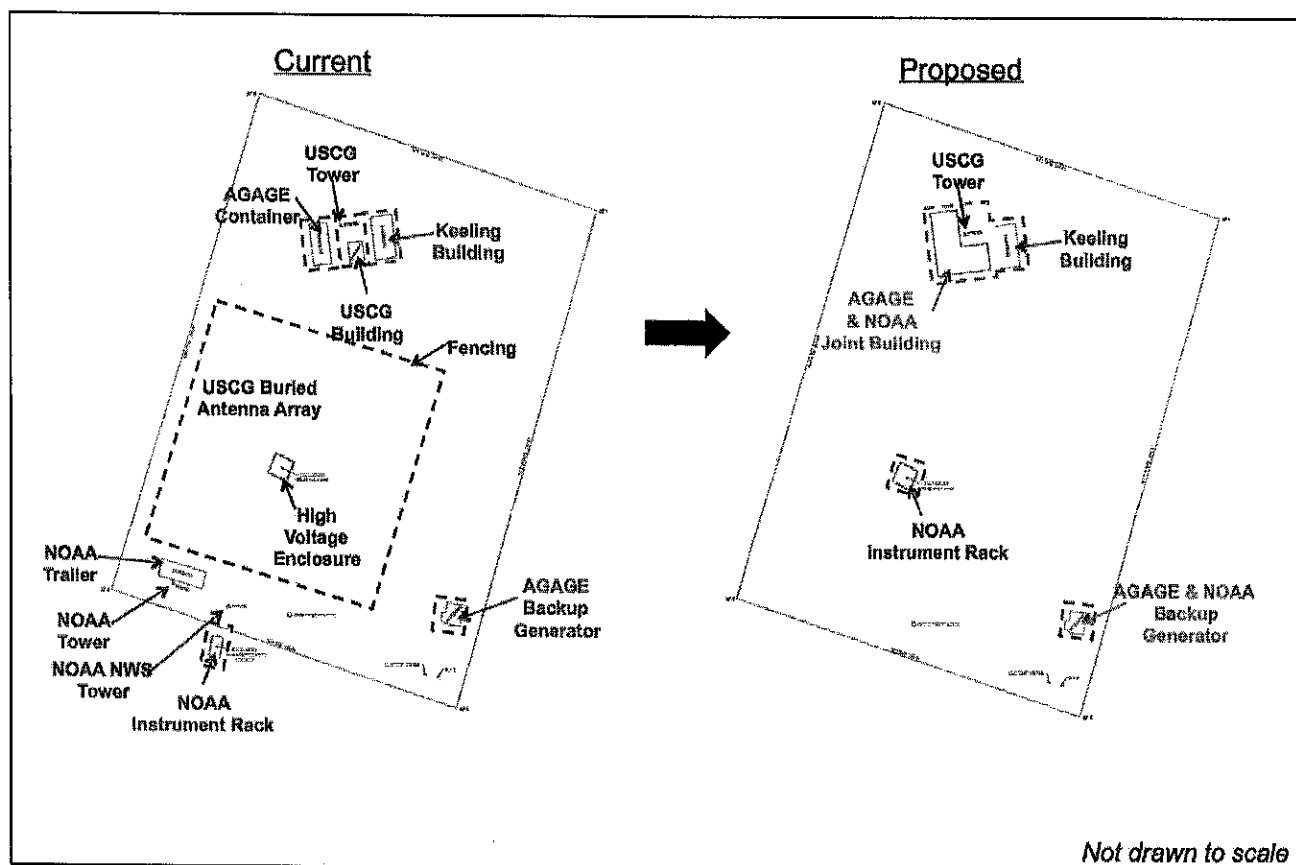
Based on a review of the applicable sections of the Act and on the data presented above, NOAA/GMD has determined that the proposed project will not affect the coastal zone and does not require a consistency determination. NOAA/GMD requests CCC concurrence with this ND. If you have any questions, or require additional information, please contact Christine Schultz at (303) 497-5397 or [Christine.Schultz@noaa.gov](mailto:Christine.Schultz@noaa.gov). Thank you.

Sincerely,

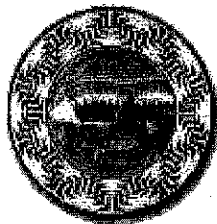
Brian A. Vasel  
Director of Observatories  
Global Monitoring Division  
Earth System Research Laboratory

Enclosures

Attachment 1: Proposed changes to structures on USCG Trinidad Head site.



Attachment 2: Letters of Support from local native tribes.



## YUROK TRIBE

### Heritage Preservation Office

HC 67, Box 196, Highway 96 • Hoonah, CA 95546

Phone: (530) 625-4130 • Fax: (530) 625-4841

October 7, 2015

Mr. Brian Vasel  
Director of Observatories  
NOAA Earth System Research Laboratory  
Global Monitoring Division  
325 Broadway, R/CMD1  
Boulder, CO 80335

Dear Mr. Vasel,

I am writing to express the support of the Yurok Tribe for the NOAA Earth System Research Laboratory's plan to construct a new atmospheric observatory on Trinidad Head.

Representatives from the Yurok Tribe were consulted on the proposal from NOAA to build a new atmospheric research observatory building on the United States Coast Guard land (1,000-acres) located on the top of Trinidad Head. No major concerns have been identified with the building plans that were presented by Brian Vasel during an on-site meeting in Trinidad on May 13<sup>th</sup>, 2015.

As discussed, and as part of NOAA's Inadvertent Discovery Plan in case and archaeological artifacts are found, we agree to have an approved Yurok Tribe monitor on site during all ground disturbing activities.

Sincerely,

A handwritten signature in cursive script that reads "Robert McCounell".

Robert McCounell  
Heritage Preservation Officer



## Cheyenne Heights Indian Community of the Trinidad Rancheria



November 23, 2015

Mr. Brian Vasei  
Director of Observatories  
NOAA Earth System Research Laboratory  
Global Monitoring Division  
325 Broadway, N/32MD1  
Boulder, CO 80507

Dear Mr. Vasei,

I am writing to express the support of the Trinidad Rancheria for the NOAA Earth System Research Laboratory's plan to construct a new atmospheric observatory on Trinidad Head.

Representatives from the Trinidad Rancheria were consulted on the proposal from NOAA to build a new atmospheric research observatory building on the United States Outer Continental Shelf (1.08-acre) located on the top of Trinidad Head. We do not have any major concerns with the building plans that were presented by Brian Vasei during an on-site meeting in Trinidad on May 13th, 2015.

As discussed, and as part of NOAA's Inadvertent Discovery Plan in case any archaeological artifact are found, we agree to have a tribal representative act as an observer on the site during all ground disturbance(s).

With Respect,

Rachel Sundberg  
Tribal Historic Preservation Officer

[www.trinidadrancheria.com](http://www.trinidadrancheria.com)



1 Cheyenne Lane • PO Box 550 • Trinidad, CA 95570 • 95570 • 707.677.9021 (Ext.)

Attachment 3: Letter of Support from City of Trinidad, California.



## **CONSENT AGENDA ITEM 4**

**SUPPORTING DOCUMENTATION FOLLOWS WITH:    3 PAGES**

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4.    Resolution 2016-03; Supporting the Renewal of North Coast Recycling Market Development Zone Re-designation.

Good afternoon,

I am working to complete the re- designation of the North Coast Recycling Market Development Zone. The zone was developed in 2003 with each of the following jurisdictions: Humboldt County, Del Norte County, Eureka, Fortuna, Ferndale, Crescent City, Blue Lake, Arcata, Trinidad and Rio Dell.

The development of the zone allows staff to access funding for assistance to local businesses who use recycled materials for developing/selling products. In order to continue with funding for this program the zone needs to be re-designated with the state periodically.

To do this, the lead agency (the County of Humboldt) needs to submit an application and resolutions of support from each jurisdiction.

If you wish to continue to participate in this program, please let me know when the earliest possible date would be for the attached resolution to be approved by your board.

Please let me know if you have any questions or concerns.

Thank you,

Nicole Morrow

Senior Administrative Analyst

Humboldt County Revenue Recovery

Headwaters Fund Executive Director

707.441.3056

CONFIDENTIALITY STATEMENT

Important Notice: This communication, including any attachment, contains information that may be confidential or privileged, and is intended solely for the entity or individual to whom it is addressed. If you are not the intended recipient, you should delete this message and are hereby notified that any disclosure, copying, or distribution of this message is strictly prohibited. Nothing in this email, including any attachment, is intended to be a legally binding signature.

**TRINIDAD CITY HALL**  
P.O. Box 390  
409 Trinity Street  
Trinidad, CA 95570

(707) 677-0223

**Dwight Miller, Mayor**  
**Gabriel Adams, City Clerk**



## **RESOLUTION 2016-03**

### **A RESOLUTION OF THE CITY OF TRINIDAD SUPPORTING THE RENEWAL OF NORTH COAST RECYCLING MARKET DEVELOPMENT ZONE REDESIGNATION**

**WHEREAS**, California Public Resources Code Section 42010, et al., provides for the establishment of the Recycling Market Development Zone (RMDZ) program throughout the State which provides incentives to stimulate development of post-consumer and secondary materials markets for recyclables; and

**WHEREAS**, all California jurisdictions must meet a mandatory 50% reduction in landfill waste disposal by 2000 as mandated by CalRecycle, with a goal of meeting a 75% reduction by 2025; and

**WHEREAS**, Humboldt Recycling Market Development Zone was established by the Humboldt County Board of Supervisors in 1992 and included the designated areas of Humboldt County and the cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell and Trinidad; and

**WHEREAS**, in 2002 the Humboldt Board of Supervisors designated the Humboldt Waste Management Authority as the Zone Administrator for the Humboldt County RMDZ; and

**WHEREAS**, in 2003 the Humboldt RMDZ was expanded to include Del Norte County and the City of Crescent City, and re-named the **North Coast Recycling Market Development Zone** (North Coast RMDZ); and

**WHEREAS**, California Public Resources Code Section 42011 requires the appropriate legislative bodies designate the RMDZ every 10 years; and

**WHEREAS**, the **North Coast RMDZ** is dedicated to establish, sustaining and expanding recycling-based manufacturing businesses which is essential for market development and to assist these jurisdictions in meeting the established landfill waste reduction goals; and

**WHEREAS**, the City of Trinidad desires existing and new recycling-based manufacturing businesses located within the **North Coast RMDZ** to be eligible for the technical and financial incentives associated with the RMDZ program; and

**WHEREAS**, the renewal of the **North Coast RMDZ** as a RMDZ is still necessary to facilitate local and regional planning, coordination, and support existing recycling-based manufacturing businesses, as well as attract private sector recycling investments to the RMDZ; and

**WHEREAS**, the California Legislature has defined environmental justice as "the fair treatment of people of all races, cultures, and incomes with respect to the development, adoption, implementation, and enforcement of environmental laws, regulations, and policies" [Government Code section 65040.12 (e)], and has directed the California Environmental Protection Agency to conduct its programs, policies and activities that substantially affect human health or the environment in a manner that ensures the fair treatment of all races, cultures and income levels, including minority populations and low-income populations of the state [Public Resource Code section 7110(a)]; and

**WHEREAS**, the County of Humboldt and the cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell, and the County of Del Norte and the city of Crescent City have agreed to submit an application to CalRecycle requesting renewal as a RMDZ; and

**WHEREAS**, the County of Humboldt has agreed to act as Lead Agency for the proposed renewal of the RMDZ;

**WHEREAS**, in accordance with the California Environmental Quality Act (CEQA), the County of Humboldt has determined that this redesignation is exempt from CEQA; and

**WHEREAS**, the City of Trinidad finds there are no grounds for the City of (insert) to assume the Lead Agency role or to prepare an environmental document.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Trinidad hereby approves the renewal of **North Coast RMDZ** and directs the Chairman of the Board of Supervisors of the County of Humboldt, or is/her designee, to submit an application to CalRecycle requesting renewal of **North Coast RMDZ** as an RMDZ which includes Humboldt County, the cities of Arcata, Blue Lake, Eureka, Ferndale, Fortuna, Rio Dell and Trinidad and Del Norte County and the city of Crescent City.

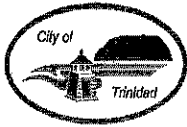
**BE IT FURTHER RESOLVED** that the County of Humboldt will continue to administer the **North Coast RMDZ** program, and in a manner that seeks to ensure the fair treatment of people of all races, cultures and incomes including by not limited to soliciting public participation in all communities within the RMDZ, including minority and low income populations.

I hereby certify that the foregoing Resolution was duly adopted by the Trinidad City Council by the following vote:

Ayes:  
Noes:  
Absent:  
Abstain:

**Gabriel Adams**  
City Clerk

**Dwight Miller**  
Mayor



## **CONSENT AGENDA ITEM 5**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES**

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5. Resolution 2016-04; Authorizing Submittal of Application for Payment Programs and Related Authorizations as-needed for CalRecycle Grants or Funding Opportunities

**TRINIDAD CITY HALL**  
P.O. Box 390  
409 Trinity Street  
Trinidad, CA 95570

(707) 677-0223

**Dwight Miller, Mayor**  
**Gabriel Adams, City Clerk**



## **RESOLUTION 2016-04**

### **RESOLUTION AUTHORIZING SUBMITTAL OF APPLICATION FOR PAYMENT PROGRAMS AND RELATED AUTHORIZATIONS**

**WHEREAS**, pursuant to Public Resources Code sections 48000 et seq., 14581, and 42023.1(g), the Department of Resources Recycling and Recovery (CalRecycle) has established various payment programs to make payments to qualifying jurisdictions; and

**WHEREAS**, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the payment programs; and

**WHEREAS**, CalRecycle's procedures for administering payment programs require, among other things, an applicant's governing body to declare by resolution certain authorizations related to the administration of the payment program.

**NOW, THEREFORE, BE IT RESOLVED** that the City of Trinidad is authorized to submit an application to CalRecycle for any and all payment programs offered; and

**BE IT FURTHER RESOLVED** that the City Manager and/or City Clerk, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment; and

**BE IT FURTHER RESOLVED** that this authorization is effective until rescinded by the Signature Authority or this governing body.

I hereby certify that the foregoing Resolution was duly adopted by the Trinidad City Council by the following vote:

Ayes:  
Noes:  
Absent:  
Abstain:

\_\_\_\_\_  
**Gabriel Adams**  
City Clerk

\_\_\_\_\_  
**Dwight Miller**  
Mayor



## **DISCUSSION AGENDA ITEM 1**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 8 PAGES**

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1. Discussion/Decision Regarding Planning Commissioner Appointment.

## DISCUSSION AGENDA ITEM

Wednesday, April 13, 2016

---

**Item:** Discussion/Decision Regarding Planning Commissioner Appointment.

**Background:** The recent resignation of Commissioner Lisa Espejo has left the Commission with one vacant position for a term through December 2018.

The current commissioners are:

Chair: Mike Pinske	resident	Term expires December 2016
Cliff Poulton	resident	Term expires December 2016
Diane Stockness	resident	Term expires December 2018
Richard Johnson	Trinidad area resident	Term expires December 2018

As of the Wednesday, April 06 deadline, the city received (5) letters of interest for (1) vacant position. (4) Letters were received from individuals residing outside the city limits; **Katherine Wayne, Charles Netzow, Karen Glinden, and Andrew Hagen**. (1) letter was received from in-city resident **Laura Scott**.

Trinidad Municipal allows the Planning Commission to include up to (2) Commissioners that live outside the city limits:

### **2.20.090 Qualifications of planning commission members.**

Except as provided hereinafter, no person may serve on the Trinidad planning commission unless, at the time of appointment to office, and at all times thereafter during the term of the appointment, that person is a resident of the city limits of the city of Trinidad.

However, in the event there are no acceptable applicants from within the city limits, the city council may appoint up to two members who need not be residents of the city of Trinidad, but reside within the greater Trinidad area as defined as the area in Humboldt County north of Little River and south of Big Lagoon. [Ord. 2011-01 § 1, 2011; Ord. 2007-03 § 1, 2007; Ord. 94-2 § 1, 1994].

**Recommended Action:** Accept letter of resignation from Lisa Espejo effective March 17, and Appoint (1) member to the Planning Commission for the remaining term through December 2018.

### **Attachments:**

- (5) Letters of Interest

**CITY OF TRINIDAD**

P.O. Box 390  
409 Trinity Street  
Trinidad, CA 95570  
(707) 677-0223

**Dwight Miller, Mayor**  
**Gabriel Adams, City Clerk**



Wednesday, March 16, 2016

**PUBLIC ANNOUNCEMENT OF VACANCY ON THE**  
**TRINIDAD PLANNING COMMISSION**

THE CITY OF TRINIDAD IS CURRENTLY SEEKING INDIVIDUALS TO FILL  
**(1) VACANCY ON THE TRINIDAD PLANNING COMMISSION.**

TERM:       **Through DECEMBER 2018**

SEND A LETTER OF INTEREST, INCLUDING QUALIFICATIONS, TO THE  
CITY CLERK AT:

*CITY OF TRINIDAD  
P.O. BOX 390  
TRINIDAD, CA 95570*

OR YOU MAY DELIVER THE LETTER IN PERSON TO:

*TRINIDAD CITY HALL  
409 TRINITY STREET  
TRINIDAD, CA*

OR YOU MAY EMAIL IT TO:

[CITYCLERK@TRINIDAD.CA.GOV](mailto:CITYCLERK@TRINIDAD.CA.GOV)

**THE DEADLINE FOR FILING IS 2:00 PM, WEDNESDAY, APRIL 06, 2016.**

**QUALIFIED APPLICANTS MUST LIVE WITHIN THE CITY LIMITS OR  
GREATER TRINIDAD AREA.**

**FOR ADDITIONAL INFORMATION OR QUESTIONS, PLEASE CALL 677-0223.**

**Gabriel Adams - Trinidad City Clerk**

## City of Trinidad

---

**From:** Lisa Espejo [knowskateboardingintrinidad@gmail.com]

**Sent:** Tuesday, March 08, 2016 9:42 PM

**To:** Trinidad City Clerk

**Subject:** Planning commission resignation

Hi Gabe,

I regret to announce the resignation of my seat on the Trinidad Planning Commission. I will be moving out of the Greater Trinidad and will no longer be qualified to serve the community in this capacity.

I wish to thank the council, my fellow commissioners, and of course, city staff for giving me the opportunity to serve my community. It has been an honor.

Respectfully,


Lisa Espejo

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This email has been sent from a virus-free computer protected by Avast.

[www.avast.com](http://www.avast.com)

\* RESUBMITTED BY EMAIL

3/28/16 

KATHERINE J. WAYNE  
Post Office Box 809  
Trinidad, California 95570  
707.677.3742

RECEIVED JUL 28 2015

July 28, 2015

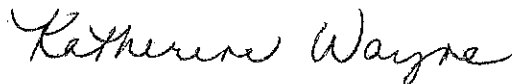
To the City Council of the City of Trinidad:

Please consider this as my application to become a member of the Trinidad Planning Commission. While I know the first priority is to have someone from within the city limits on the commission, I understand that if there is no such candidate selected, someone from within the greater Trinidad limits can be appointed.

My husband and I have lived in the greater Trinidad area for ten and a half years, the first seven and a half on Patricks Point Drive and the last three in Westhaven. While on Patricks Point Drive (and for a year after I moved), I was the manager of our neighborhood's nine-family water district. I am just retiring from a 41-year career as a court reporter. I have been a member of the Trinidad Civic Club since I moved here, serving on the board and as auditor, as well as being a member of the Patricks Point Garden Club. I am currently serving on the Greater Trinidad Chamber of Commerce board for the second time. I have worked at the FishFest for all ten years I've lived here, the last seven running the ticket booth, and have run the multi-day registration for the Trinidad to Clam Beach Run Honoring Ford Hess for the last seven years.

This February, my 83-year-old mother moved from the Bay area into a home she bought and renovated on Ocean View. As a full disclosure, she just had her plans approved by the Planning Commission to tear down the building behind her house which was a vacation rental and build a smaller guest suite/caretaker's unit. I was impressed with the work of the commission when I attended the meeting.

Thank you for considering my application.



Katherine Wayne

Personal references:

Patti Fleschner  
Anne Odom  
Patty Stearns

Business references:

Andy Stunich, Esquire  
Tim Needham, Esquire  
Peter Martin, Esquire

## City of Trinidad

---

**From:** Cnetzow . [netzows@gmail.com]  
**Sent:** Tuesday, April 05, 2016 3:36 PM  
**To:** cityclerk@trinidad.ca.gov  
**Subject:** Planning Commission vacancy

March 28  
City Council of Trinidad  
Dear Sirs and Madams,

Please consider my offer to fill the Planning Commission vacancy that currently exists. I understand the term is now through December 2018 and that the commission meets monthly. My schedule is open enough that I am able to commit to this position.

### Brief Resume:

BA in Psychology UW Madison 1974  
Self-Employed Builder 1985 until present, Sonoma and Humboldt Counties Retired January 2016

### Volunteer Positions:

2002-2005	Big Brother
2007-2013	Tutor at Pacific Union Elementary School 3 hours weekly
2013-present	President, Rural Trinidad
2015	Big Brother
Current	Treasurer, Trinidad Coastal Land Trust

I have been a Trinidad area resident since 2001 and have owned the property where I live since 1994.


I understand the Planning Commission role as a builder and have had interactions with various commissions over the past 30 years including procurement of Coastal Development Permits. My perspective is to encourage successful completion of legal, viable, and worthy projects with the guidance and within the guidelines of existing regulations.

Respectfully,

Charles Netzow

RECEIVED APR 05 2016

Dear City of Trinidad,  
I am interested in sitting  
on your planning commissioner's  
volunteer board.

Thank you,  
Karin Glander  


286 Millcreek  
Trinidad, CA  
707 599-5698

Laura N. Scott  
98 Berry Road, B  
PO Box 312  
Trinidad CA 95570  
lscott@icloud.com

April 5, 2016

Trinidad City Council  
P.O. Box 390  
Trinidad, CA 95570

Dear City Council Members,

I am writing at this time to notify the Council that I am interested in the open position on the Trinidad City Planning Commission. I currently reside at 98 Berry Road, Unit B and I have lived in Trinidad for almost two years. I grew up in the Sacramento area, and I have lived in Humboldt County for four years.

I am currently a senior at Humboldt State University, with my bachelor's degree in Geography finishing in December of this year. I have also been a Trinidad Volunteer Fire Fighter for the past two years, with national certifications in Emergency Medicine and Wildland Firefighting. I have also worked locally at the Larrupin' Café.

My interest in serving on the Trinidad Planning Commission stems from my personal investment in the community and the ongoing planning and development of Trinidad. I am an avid outdoors person with much of my free time spent hiking, surfing, standup paddle boarding, trail running, road biking, and mountain biking in and around Trinidad. I also enjoy our community resources such as the library, restaurants, museum and aquarium. I hope to be of service on the planning commission to support town development for next generation of Trinidad residents.

With my experiences as a first responder, background in geosciences, and as a member of a younger generation, I believe that I can provide the Planning Commission with the needed perspective to understand and work together toward common goals to provide planning for Trinidad into the future. My studies in geography and mapping sciences provide the foundation for understanding complex planning mechanisms, geomorphology, hydrology, meteorology, Geographic Information Systems, and the collection and display of spatial data that is needed in such a fragile coastal area. As a first responder serving my community by providing needed service to families and neighbors at a time of crisis, I have a unique, safety-minded perspective with a strong understanding of Emergency Management Service planning, and community needs.

I look forward to hearing from you regarding the position for Trinidad City Planning Commission.

Thank you,

Laura N. Scott

RECEIVED APR 06 2016

April 6, 2016

Dear members of the Trinidad City Council and Planning Commission,

This letter is to express my interest in serving with the Trinidad Planning Commission for the remaining term of Commissioner Lisa Espejo. I have lived in the greater Trinidad community for the past ten years and am eager to serve the community I call home.

I am a graduated from Humboldt State University (HSU) in 2003 with a degree in Wildlife Management and have worked in various natural resource management positions. Currently, I am changing careers and have reentered HSU, studying Business Administration (Accounting emphasis) and am on track to graduate Spring 2016. I am also gaining professional experience by serving as Bookkeeper for several local businesses.

I also volunteer as the Treasurer for the Trinidad School Education Foundation, have served on the committee to select a new Superintendent for Trinidad Union School, and was the Coordinator for the Trinidad Toddler Playgroup.

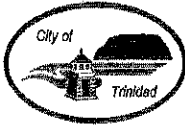
I believe my dedication towards Trinidad, as well as my education-experience in business and natural resource management makes me an ideal candidate for the Planning Commission position.

Sincerely,

Andrew Hagen

Andrew Hagen • P.O. Box 64 Trinidad, CA 95570 • 30 Stumptown Rd. Trinidad, CA

Phone (707) 362-3176 • [Andrew\\_Hagen37@Hotmail.com](mailto:Andrew_Hagen37@Hotmail.com)



## **DISCUSSION AGENDA ITEM 2**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 1 PAGES**

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2. Presentation from Humboldt County Convention and Visitors Bureau Regarding Humboldt Lodging Alliance 2% Add-On Bed Tax.

## **Trinidad City Council**

### **Action Agenda Item 2**

April 13<sup>th</sup> 2016

Presentation regarding Humboldt County Convention and Visitor's Bureau and Humboldt Lodging Alliance.

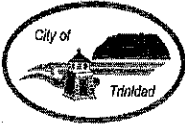
Tony Smithers will be making this presentation. Tony serves as the Executive Director of both the Humboldt County Convention and Visitor's Bureau (HCCVB), and the Humboldt Lodging Alliance (HLA). These two non-profit organizations both seek to promote Humboldt County as a tourist destination, with HLA focused specifically on increasing overnight lodging.

The HCCVB is funded in part by the County and Cities, and is the official destination marketing organization for Humboldt County. The City of Trinidad has contributed to HCCVB in the past, but is not currently doing so. HLA was created as part of the creation of a Tourism Business Improvement District (TBID). With the support of the County and local Cities including Trinidad, lodging businesses voted to enact an additional 2% TOT tax. For lodging within the City, these funds pass through the City to HLA. The TBID will expire in 2017 unless renewed by a vote of the lodging businesses affected.

Additional information about both groups is available at [www.redwoods.info](http://www.redwoods.info) and [www.humboldtlodging.com](http://www.humboldtlodging.com). Tony will discuss the current work of both groups and how it relates to Trinidad.

#### **Recommended Action:**

Receive presentation, and consider providing direction to staff regarding funding for the HCCVB in next year's budget.



## **DISCUSSION AGENDA ITEM 3**

**SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES**

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3. Continued Discussion/Decision regarding Consideration of Sales Tax Extension

## DISCUSSION/ACTION AGENDA

Date: Wednesday, April 13, 2016

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### **Item:** Continued Discussion/Decision regarding 2016 Sales Tax Election

**Background:** The voter approved ¾% sales tax is scheduled to expire in April 2017. At the March meeting. At the March 09 meeting, the Council agreed that the add-on tax measure was vital to keeping up the level of service the City provides and that at minimum, continuation of the ¾% sales tax should be proposed to the voters. Council directed staff to move forward with the steps required to give the voters an opportunity to continue the sales tax measure on the November 2016 ballot. Public comments at that meeting encouraged the Council to consider other alternatives including a 1% tax increase. The discussion was continued to the April meeting for more deliberation.

Council needs to select the rate and duration of the sales tax measure. The June meeting is the final deadline to make this decision, but staff recommends acting sooner if possible.

### **SALES TAX RATE OPTIONS:**

Two specific options were discussed at the March 09 meeting:

1. Continue the ¾% sales tax increase as-is, for another 4-years. This is what was done last time.
2. Propose a new 1% sales tax increase (duration was not discussed).

After discussing implementation options with representatives from the State Board of Equalization, hearing public comment and unanimous Council support for continuation of the current tax, staff would like the Council to be aware that a new measure can be drafted without a set termination date. Staff see this as worth consideration. Staff specifically would recommend consideration of a third option

3. Propose the additional ¾% sales tax without a termination date.

This would avoid the cost and effort of renewing the measure every four years, maintain the current rate, and avoid additional implementation fees imposed by the BOE.

If the measure is approved, and in the future the City finds the additional tax unnecessary, a simple majority vote by the Council to rescind the Ordinance that put it into effect will terminate the add-on tax.

### **DEADLINES:**

The City's November election ballot will ask the voters to decide on 1) the Sales Tax Measure, and 2) selecting 2 new Council members. There are deadlines shared with the Sales Tax election decision, and others that are independent from the Sales Tax election schedule:

#### **FIRST DEADLINE: June 08, 2016 Council meeting:**

1. Final decision to proceed or sunset the Sales Tax Increase must be made.

#### **SECOND DEADLINE: July 13, 2016 Council meeting:**

1. If a decision is reached to continue the sales tax increase, the wording must be drafted and approved in a resolution. Staff will draft the resolution based upon the decision reached at the June meeting (or earlier) and include it for adoption at the July 13 Council meeting.
2. A second resolution will be required at this meeting to approve requesting that the City and County consolidate their elections. Clerk will have the resolution prepared for discussion/approval at this meeting regardless of the Sales Tax decision.

The next steps following the July 13 Council meeting deadline will be advised after each benchmark decision is reached. The Clerk's office will provide monthly updates and announcement to the Council regarding publishing deadlines and required notifications for both elements of the election.

**Proposed Action:**

Provide direction to staff regarding the rate and duration of a sales tax measure for the November Election.